

OPTIONAL INFORMATION	
Name of School:	Date of Inspection:
Vocational Program/Course/Room:	Signature of Inspector:

TOXIC AND HAZARDOUS SUBSTANCE EXPOSURE SELF INSPECTION CHECKLIST

Guidelines: This checklist covers some of the regulations issued by the U.S. Department of Labor - OSHA under the General Industry standards 29 CFR 1910.1000 to 1910.1500 which were adopted by reference. These regulations are designed to protect individuals from exposure to toxic and hazardous substances. These regulations as they apply to employees, are enforced by the New Jersey Department of Health.

Since regulations dealing with toxic and hazardous substance exposure are different for construction sites (29 CFR 1926.55), this checklist does not specifically apply to construction situations. Please use the checklist entitled "Noise, Radiation and Other Exposures for Construction" for work associated with construction, alteration, demolition and/or repair including painting and decorating. In most cases, the regulations do not apply unless exposures are above established limits.

Compliance with this section of the OSHA regulations cannot be determined using a self-inspection checklist. Complex judgments regarding chemical toxicity, duration of exposure, sensitive populations, adequacy of personal protective equipment in use, and unique operating circumstances which may be encountered in a vocational school setting make a "yes or no" evaluation inappropriate. However, the following general questions can be asked which give an early indication of need for further study. Vocational school management is strongly urged to seek outside expert professional assistance if the health of individuals who are exposed to chemical substances is uncertain.

Definitions of underlined terms are provided at the end of the checklist to help you understand some of the questions. The questions that are most likely not the responsibility of the individual teacher are marked with an asterisk (*) next to the number of the question. Questions marked with the symbol (E) may require the help of an outside expert.

**TOXIC AND HAZARDOUS SUBSTANCE EXPOSURE
SELF INSPECTION CHECKLIST**

Please Circle

- 1.*☞ Are vocational program activities controlled to prevent excessive airborne chemical gas, mist, vapor, fume or dust from being generated and/or released into a person's breathing area? Y N N/A DK

Note: Airborne concentrations of hazardous substances above an acceptable limit are considered excessive and are usually determined by air monitoring. If you suspect there might be a problem, consult an expert.

2. Are individuals free from medical complaints or symptoms that could be associated with classroom activities or vocational programs? Y N N/A DK


Note: Such symptoms might include headache; nausea; vomiting; drowsiness; vision problems; skin or lung irritation; itching; excessive watering of the eyes; sleeplessness; coughing; excess sputum; impaired motor skills or coordination; skin, teeth or gum discoloration; or hair loss.

- 3.*☞ Where individual exposure levels are suspected to be above acceptable concentrations, has air monitoring been performed? Y N N/A DK

- 4.* Are affected individuals provided with written copies of air monitoring results? Y N N/A DK


Comments/Corrective Action

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5.* Are individuals who are exposed to hazardous substances above the Permissible Exposure Limits, provided with appropriate personal protective equipment such as respirators on an interim basis until engineering or administrative controls reduce exposures below Permissible Exposure Limits? Y N N/A DK

6.* If chemical exposures exceed OSHA Permissible Exposure Limits, are engineering or administrative controls being considered? Y N N/A DK

Note: Regardless of situation, every effort should be made to reduce or eliminate all exposures.

7.* Are individuals included in a medical surveillance program appropriate for the types of chemicals to which they are exposed? Y N N/A DK

Note: Medical surveillance is sometimes required when exposures exceed the OSHA Permissible Exposure Limits.

8. Are appropriate housekeeping practices enforced to prevent any buildup of contaminants on exposed surfaces? Y N N/A DK

9. Are appropriate personal hygiene practices enforced such as washing hands, use of separate work clothing, prohibition against eating, drinking and applying cosmetics? Y N N/A DK

10. Is appropriate personal protective equipment (PPE) provided such as gloves, aprons, goggles, etc. to protect against exposure? (See "Personal Protective Equipment" checklist) Y N N/A DK

Comments/Corrective Action

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| 11. Are individuals trained regarding the hazards of chemicals to which they might be exposed? (See "Right to Know" checklist.) | Y N N/A DK |
| 12. 13 In laboratory settings, is a written <u>Chemical Hygiene Plan</u> available describing the appropriate precautions and procedures that will be followed to protect individuals from the chemical hazards to which they might be exposed? | Y N N/A DK |
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Definitions:

Chemical Hygiene Plan means a written program developed and implemented that sets forth procedures, equipment, personal protective equipment and work practices that are capable of protecting individuals from the health hazards presented by hazardous chemicals used in that particular workplace. A Chemical Hygiene Plan is required by the OSHA standard 29 CFR 1910.1450, "Occupational Exposure to Hazardous Chemicals in Laboratories."

Permissible Exposure Limits (PEL) are set values established by the Occupational Safety and Health Administration (OSHA) for different hazardous substances. If air monitoring determines that personal exposures exceed the OSHA-PEL (without regard to the use of respirators), the exposure is considered excessive and corrective action is required.

Comments/Corrective Action
